

# **User Manual**

# **Parking Ticker Dispenser**

Date: December 2021 Doc Version: 1.0 English

> Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.



For further details, please visit our Company's website www.zkteco.com.

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If there is any issue related to the product, please contact us.

### **ZKTeco Headquarters**

Address	ZKTeco Industrial Park, No. 32, Industrial Road,
	Tangxia Town, Dongguan, China.
Phone	+86 769 - 82109991
Fax	+86 755 - 89602394

For business-related queries, please write to us at: <a href="mailto:sales@zkteco.com">sales@zkteco.com</a>.

To know more about our global branches, visit <u>www.zkteco.com</u>.

### About the Company

ZKTeco is one of the world's largest manufacturers of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers and Consumer products including battery-operated fingerprint and face-reader Door Locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

### About the Manual

This manual introduces the operations of **Parking Ticker Dispenser**.

All figures displayed are for illustration purposes only. Figures in this manual may not be exactly consistent with the actual products.

Features and parameters with  $\bigstar$  are not available in all devices.

### **Document Conventions**

#### Conventions used in this manual are listed below:

#### **GUI** Conventions:

For Software						
Convention	Convention Description					
Bold font	Used to identify software interface names e.g., <b>OK</b> , <b>Confirm</b> , <b>Cancel</b> .					
>	Multi-level menus are separated by these brackets. For example, File > Create > Folder.					
	For Device					
Convention	Description					
<>	Button or key names for devices. For example, press <b><ok< b="">&gt;.</ok<></b>					
[]	Window names, menu items, data table, and field names are inside square brackets. For example, pop up the [ <b>New User</b> ] window.					
1	Multi-level menus are separated by forwarding slashes. For example, [File/Create/Folder].					

#### Symbols

Convention	Description
	This represents a note that needs to pay more attention to.
<b>9</b>	The general information which helps in performing the operations faster.
*	The information which is significant.
۷	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

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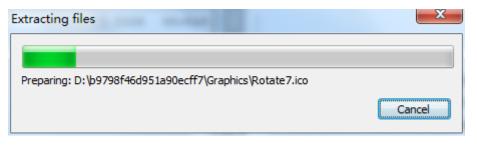
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# 1 Installation & Uninstallation

### 1.1 Installation

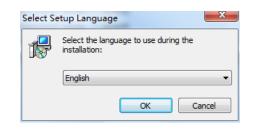
- 1. First, extract the software package [ZKParking Setup Install.rar].
- The ZKParking system runs in the Net Framework 4.5 environment. Find the [Microsoft. NET Framework 4.5.2-x86-x64.exe] file in the [tools] folder and double-click it to start installation.



If this file has been installed on your computer, you will see the message shown below:

Microsoft .NET Framework 4.5.2	×
Your installation will not occur. See below for reasons why.	
Details	
.NET Framework 4.5.2 or a later update is already installed on this computer.	
More information about <u>blocked .NET Framework 4.5.2 installations</u> .	
	se

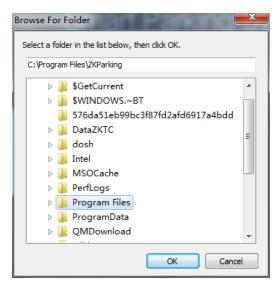
- 3. Find the [Setup.exe] file in the installation package and start installation.
  - 1) Select a setup language.



2) Click [**OK**].

្រឹទ្ធី Setup - ZKParking	Current	t Daddaa (		<b>— — X</b>
	Smar	t Parking S	system	
		S		
D:\ZKParking	ing into the following folder. ee disk space is required.	Browse	< <u>B</u> ack	Cancel <u>N</u> ext >

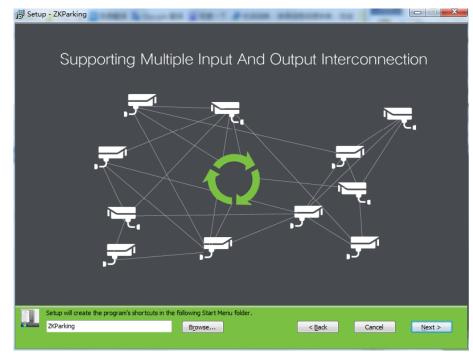
3) Click Browse... to select a folder.



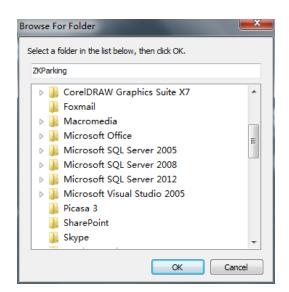
#### 4) And then, click [**Next**].



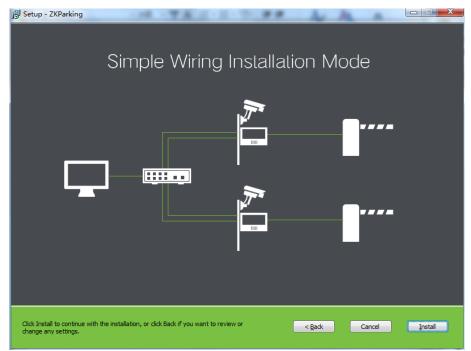
5) Click [Next].



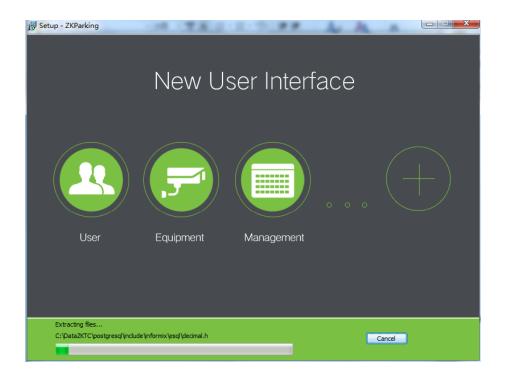
6) Click Browse... to select a folder, Setup will create the program's shortcuts in the following Start Menu folder click [**OK**].



#### 7) Click [Next].



8) Click [**Install**] to continue with the installation or click [**Back**] if you want to review or change any settings. If a firewall is configured, click [**Allow the operation**] in the displayed message box.



9) Click [Finish].

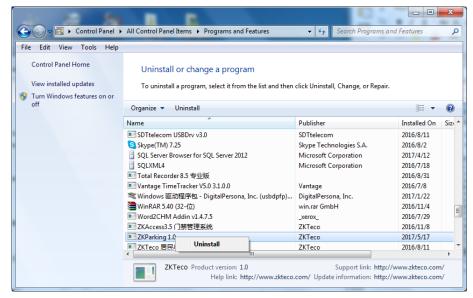
B Setup - ZKParking	24 Hour Real-time Monitoring	
	REPORT ▲ © © ⊖ 🗖 ⊗	
	24h	
Completing	the ZKParking Setup Wizard	Finish

Page 12

# 1.2 Uninstallation

If you want to uninstall ZKParking, there are two methods:

1. Click [Start] → [Control Panel] → [Uninstall a program], right-click [ZKParking 2.3.4], then click [Uninstall].

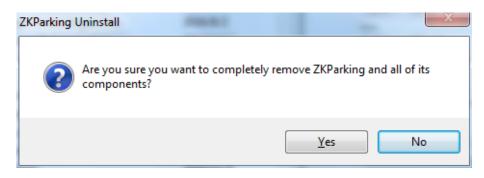


2. Click [Start]  $\rightarrow$  [All Programs]  $\rightarrow$  [ZKParking]  $\rightarrow$  [Uninstall ZKParking].

]] ZKParking	
P Database Set	
😽 Uninstall ZKParking	
P ZKParking	

=

In both methods, the following message box appears:



3. Click [Yes] to confirm the uninstallation operation or [No] to cancel the operation.

ZKParking Uninstall	×
Uninstall Status Please wait while ZKParking is removed from your computer.	17
Uninstalling ZKParking	
	Cancel

When the uninstallation is completed, the following prompt will appear:

ZKParking	Uninstall
1	ZKParking was successfully removed from your computer.
	OK

**Note:** If any software errors occur, you do not need to uninstall the software. Instead, you can directly install it again.

# 2 Database Settings

After installation, you need to connect to the database to log in to the software. This chapter introduces the creation and connection of the database.

This software is compatible only with the PostgreSQL database. The database environment is automatically installed, and the PostgreSQL database service is installed in the OS services. (You can click [Start]  $\rightarrow$  [Control Panel]  $\rightarrow$  [All Control Panel Items]  $\rightarrow$  [Administrative Tools]  $\rightarrow$  [Services], to check whether the PostgreSQL database service is generated. If not, right-click it and choose [Start]). If you cannot find the PostSQL in the [services], open the file C:\DataZKTC\postgresql\startserver(Run as Administrator).

<u>File Action Viev</u> ← →    □  □	v <u>H</u> elp Q 🐟   🕜 📷   🕨 🔳 💵	•				
🔍 Services (Local)	Services (Local)					
	PostgreSQL	Name	Description	Status	Startup Type	Log On As
	Stop the service Pause the service Restart the service	<ul> <li>Network Store Int</li> <li>NitroPDFDriverCre</li> <li>NitroUpdateService</li> <li>Office Source Eng</li> <li>Peer Natworking Eng.</li> <li>Peer Networking I</li> <li>Performance Logs</li> <li>Plug and Play</li> <li>Pne-X IP Bus Enu</li> <li>PNP-X Mas Eng</li> </ul>	Nitro PDF D Nitro Updat 保存用于更 Office Soft The Offline This service Enables serv Enables mul Performanc Enables a c The PnP-X	Started Started Started Started	Automatic Automatic Automatic Manual Disabled Disabled Manual Manual Manual Automatic Manual Manual	Local Service Local Syste Local Syste Local Syste Network S Local Syste Local Service Local Service Local Service Local Service Local Service Local Syste Local Syste Local Syste Local Service
		Portable Device E		Started	Manual Automatic	Local Syste
		Q Power Print Spooler Problem Reports a	Manages p Loads files t This service	Started Started	Automatic Automatic Manual	Local Syste Local Syste Local Syste
		Program Compati Protected Storage	Provides pr		Disabled Manual	Local Syste Local Syste

**Database Setting**: Click [Start]  $\rightarrow$  [All Programs]  $\rightarrow$  [ZKParking]  $\rightarrow$  [Database Set] to open the database setup interface:

		$\otimes$	
This is APP data	base setting		
Server Name Database Name	127.0.0.1 db1	]	
User name	postgres ***	]	
Password Test	Link Save setting E:	xit	
Click to setup new datab:	Click to setup new database		

- Server Name: Name of the server, that is, IP address or name of the computer where the database is installed. If the database and software are installed on the same computer, the IP address 127.0.0.1 can be used as the server name.
- **Database Name**: The initial database name is postgres.
- **Username**: The default username is postgres.
- **Password**: The default password is sa123. The port 5432 is used.

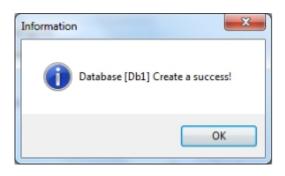
Note: If the database environment already exists in the OS, initialization is not performed.

### 2.1 Create a New Database

On the database setting interface, click [Create database]:

		$\otimes$
		Create new database name
	Server Name	127.0.0.1
ZKTzoo	Database Name	Db1
	User name	postgres
	Password	*0000*
		Save setting Exit

Enter the server name, database name, username and password, then click [Save setting].

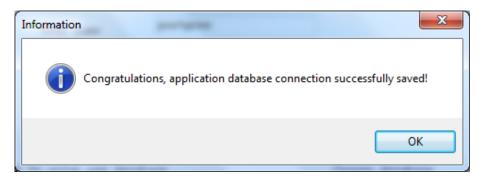


A database cannot be created repeatedly. That is, creating a database that already exists will fail.

		$\otimes$
		Create new database name
	Server Name	127.0.0.1
ZKTeco	Database Name	db1
Information	User name	postgres
	Password	*=====
Database creation failed		Save setting Exit
ОК	J	

### 2.2 Database Connection

On the database setting interface, enter the server name, database name, username and password, then click [**Test Link**] to test whether the current database connection is normal. After connection success, click [**Save setting**] to apply the current configuration to the software.



To remotely connect to the database, perform setting as follows:

1. Open the pg\_hba.conf file in C:\DataZKTC\postgresql\data. In the configuration file, modify the access IP network segment, as shown in the figure below: (To ensure that all IP addresses on the entire network segment 192.168.100.\* are accessible, add [host all 192.168.100.0/24 trust]).

g_hba.conf - Notepad	x
<u>Eile E</u> dit F <u>o</u> rmat <u>V</u> iew <u>H</u> elp	
# TYPE DATABASE USER ADDRESS METHOD	•
# IPv4 local connections:	
host all all 127.0.0.1/32 trust	
# IPv6 local connections:	
host all all ::1/128 trust	
# Allow replication connections from localhost, by a user with the	
# replication privilege.	
#host replication postgres 127.0.0.1/32 trust	
#host replication postgres ::1/128 trust	=
	-
Ln 85, Col 7	đ

2. Open the postgresql.conf file in C:\DataZKTC\postgresql\data. In the configuration file, modify the listening address to "\*", as shown in the figure below:

postgresql.conf - Notepad							
<u>F</u> ile <u>E</u> dit F <u>o</u> rmat <u>V</u> iew <u>H</u> elp							
#		×					
# CONNECTIONS AND AUTHENTIC	ATION						
#							
# - Connection Settings -							
<pre>#listen_addresses = 'localhost' on;</pre>	# what IP address(es) to listen						
F + C 11	# comma-separated						
list of addresses;	# defaults to						
'localhost'; use '*' for all # (change requires							
	Ln 76, Col 4						

# 3 <u>Login</u>



Double-click the shortcut <sup>ZKParking</sup> on the desktop. If you use the software for the first time, the software requires registration, as shown in the figure below:



Click [Yes] to access the license information interface or [No] to cancel the operation.

Con	trol and parking management	system in V2.3.4 software license	$\otimes$
	License In	formation	
Software brochure code		_	
			Download
License type		Date	
Trial		Expired	
	Lice	nse	
Company Name	Email	Display Type	
		England	-
The serial number file			
Choose File	No File chosen		
	No file chosen		
Register Online	Register Offline		
		Trial	Exit

#### Registration you can choose to register online or register offline.

#### **Register Online**

1. Click Choose File select the SN.xml file, and then fill in the company name and email address,

choose the display type on the License information interface.

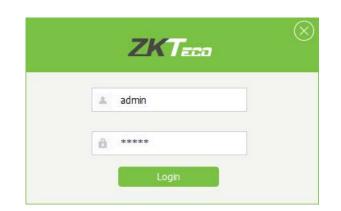
C	ontrol and parking management syste	m in V2.3.4 software license	6
	License Inform	ation	
Software brochure coo	le		
BC1A54-657A60-06A0	C1B-9B43CE-502E61-677924-51DF63		Download
License type		Date	
Trial		Expired	
	License		
Company Name	Email	Display Typ	pe
ZK	Abc@zkteco.com	England	<b>•</b>
The serial number file			
Choose File	C·\LIsers\Administrator\Desk	top\2018年\项目\软件许可\ZKT	Γecoໜີນີສີຊ່⊟ໜີນີສີ-01-SN v
Chronist File	c. Joseis (Administrator (Desi	(cop/2010-+ (->(-) (a)(+++-) (2)(-)	COMMANY AND I DR.
Register Online	Register Offline		
		Trial	Exit

2. Then click Register Online to finish the registration.

#### **Register Offline**

- 1. Click Choose File, select the SN.xml file, and then fill in the company name and email address on the license information interface.
- 2. Click **Download** to download the UPK.xml file, and then send it to our technical support staff, who will send the License.xml file to you.
- 3. On the license information interface, you can click Register Offline , open the License.xml file to finish the registration.

When the registration is complete, the login interface will pop up, as shown in the figure below, the default username and password are both **admin**:



After login, the system navigation interface pops up:

ZKTECO	Monitor	Authority	Financial	Reports	System	advertising		$\oplus \bigcirc \ominus \oslash$
								Start working 2021-08-17 17:37:24 Cost amount 0.00 Trying to load
							ZKTezo	Doversidation
		۰۰۰۰ ۱۳۵۹ -	Ċ					Scan cade to pase Bercide Channel name • Disting Of spends?
Label record system info	mutton Types of 藝商	Type event 乐线机应率许	2	Time 021-10-16 09:57-21			Memor Interation	Manad advantil Australians Record Processor General Constant
Recordeitadme								S 🕈 🖱 🗄 🗮 🐇 🐮

# 4 Authority Management

				a harmonica and			General	
2	ZKTeco							□
Ac	count management		+ Add	🛱 Save 🚫 Cancel				
	User Manag		3	Name admin	User name		1.	
	Rights manag	pement			Password	2		
	cklist and allowlist				Confirm password			-
	hicle Information				E-mail	-		
Ac	cess permissions				Character	<ul> <li>Administrator</li> </ul>		
and the second					Comment			
								Of course#7
st record system								× and allowfo
								cod#4

### 4.1 User Management

The method of Adding/Editing/Deleting a user is similar to the method of Adding/Editing/Deleting

an employee. For more information, please refer to <u>4.4.6 Adding an employee</u>, <u>4.4.7 Editing an</u> <u>employee</u>, and <u>4.4.8 Deleting an employee</u>.

### 4.2 Right Management

On the Role management interface, click

+ Add

to access the role addition interface:

ZKTERR	Monitor	Authority Financial	Reports	System advertising	@ @ ⊖ ⊗
				. General	4
	ZKTECO			$\Theta \square \otimes$	10 00:02:43
	Account management	+ Add	Save Sancel		
	User Manageme		Name Administrator	Gender	
	Rights managem Blocklist and allowlist	ent		Mission name	
	Vehicle Information			Comment	
	Access permissions				
				Monitor Authorization Financial System Report advertising	
				∠ Monitor ✓ View permissions	
				'Control authority	
					-
					Of course F7
Latest record system	n				
Icon 1	n,				& and allowlin
					CONTER-
					Fixed car(F9
Recorded:admin					

Set the role name and select the operation rights of the role in the rights list or select the highestlevel rights to select all the lower-level rights. Specifically, select the root node Personnel and all

lower-level rights, including Department and Employees, are selected. Click Save to save the settings or click to Cancel cancel the operation.

# 4.3 Blocklist and Allowlist

Cars on the Allowlist, including fire trucks, police cars, and privileged cars, can enter and exit the parking lot free of charge. Cars on the blocklist are not allowed to enter or exit the parking lot.

Click [**System**] → [**Blocklist and Allowlists**] to access Blocklist and Allowlist management interface, on which you can add, edit, and delete information.

ZKTeco	Monitor	Authority	Financial	Reports	System	advertising			© ⊙ ()
	-							General	
	ZKTECO								□ □ ⊗ 10 00:02:43
	Account management		+ Add 🛱 Save	e 🛇 Cancel 😁	Import 🔄 Export				
	Blocklist and allowlist		Q		_				
	Blocklist and	d allowlist	Perm. I	Start End	Permit nu				
	Vehicle Information		-		Type	Allow			
	Access permissions				Start	Block	lst.	*	
					End	2021	* 12-10 07:56:00	6	
									Of coursel/7
Latest record system									
Icon 1	n c								A and alterativ
	1								costiF4
	<u>e</u>							5	Found carly?
Recorded:admin									

- **Permit number**: Input an effective car number on the input box.
- **Type**: Choose Allowlist or Blocklist.
- Start/End: The Start and End fields are unavailable for cars on the blocklist. The start date must be earlier than the end date. About how to choose a date, please refer to <u>Appendix 1 Date</u> <u>Setting</u>.

# 4.4 Vehicle Information

#### 4.4.1 Department Management

Click [**Department Management**] to access the department management interface, on which you can add, edit, and delete departments.

ZKTECO	Monitor	Authority	Financial	Reports	System	advertising		@ @ ⊖ ⊗
	71/7						General	
	ZKTeco		-					
	Account management.		+ 🗊					
	Blocklist and allowlist		e-iti	enarthlant				
	Vehicle Information		i centro o	eperorent				
	Department m	anagement						
	Personnel ma	nagement						
	Access permissions							
					Department list	$\otimes$		
				Parent department	temp DepartMent			
				Department name	ZK			
				_	_			
				Save	Cantel			
								No. of Concession, Name
1								Of course(#7
Latest record system								
Icon	0							ik and allowly

### 4.4.2 Adding a Department

On the department management interface, click 🛨 to access the department edit interface:

	Department list	$\otimes$
Parent department	temp DepartMent *	
Department name	ZK	
Save	Cancel	

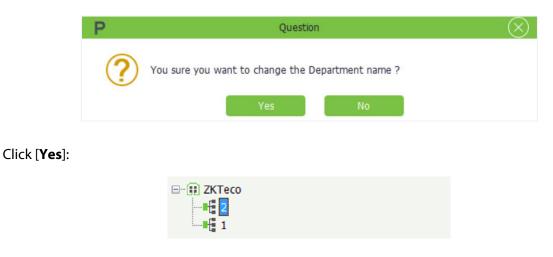
**Parent department**: It is an important parameter that defines the organizational structure of the company. Click and select parent in the displayed drop-down list. Enter the department name and click **Save** the company's organizational structure is displayed in a tree structure.

### 4.4.3 Editing a Department

On the department management interface, [Double-click] the department you want to edit.



Modify the department name on the input box, and then press [**Enter**] on the keyboard, the following prompt will pop up:



### 4.4.4 Deleting a Department

On the department management interface, select the department you want to delete, and then click

im , the selected department will be deleted directly.

#### 4.4.5 Personal Management

Click [**Personnel Management**] to access employees management interface, on which you can add, edit, delete, import, and export employee information.

ZKTECO	Monitor	Authority	Financial	Reports	System ad	dvertising			@ O ⊖ 8
	ZKTeco		+ 200 P 50	e 🛇 Cancel 😁 Ir	nport 🔄 Export			ieneral $\ominus$ $\Box$ $\otimes$	10 00:02:43
	Account management Blocklist and allowlist Vehicle Information Department m	anagement	Q Search by Icana Rame + Duran	Employee numb	Basic information			Employee photo	^
	Personnel ma Access permissions	nagement			First name Last name Department em Employee gende	ployees tem	• p DepartMent • •	No mage data	
					Password ECP phone 1 Birthday E-mail		*	* 1	
Latest record system					License plate informa		Car color DGC card n	Parking space Lost card +	A and allowlin
Recorded:admin								arrand M.	contif4     Fixed call(F4

#### Basic Settings: Basic information about the employee.

- Employee Number: By default, the employee number is a string of a maximum of nine digits. The value range is 1 to 999999999. Set the employee number based on the actual situation.
   Note: Employee numbers must be unique.
- First Name/Last Name: The value is a string of a maximum of 24 characters.
- **Department/Gender employee**: Select the department/gender of the employee from the corresponding drop-down list.
- **Password:** The value is a string of a maximum of eight digits. The password must be unique.
- **ECP phone 1**: The maximum length is 11 digits.
- **Email:** Enter a valid email address of the employee.
- **Birthday:** Select the birthday of the employee from the drop-down list. About how to choose a date, please refer to <u>Appendix 1 Date Setting</u>.

• Image: The optimal size is 200 \* 200 pixels. The image capacity must be less than 2 MB. Picture

formats including jpg, jpeg, bmp, png and gif are supported. Click to browse the selected

image and click to delete it.

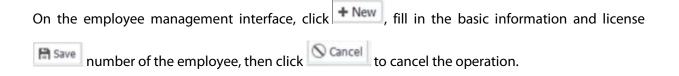
License Number: license plate number of the employee.

▶ สห5612 1

**Car number**: Input an effective car number on the input box. If an invalid license plate number is input, the following prompt will pop up:

	Р	Error	$\otimes$
	$\triangle$	Illegal license plate number	
Click + t	o add a licens	e plate number. Multiple license plat	 te numbers can be added for an
employee. Cl	lick to de	elete a license plate number.	

#### 4.4.6 Adding an Employee



#### 4.4.7 Editing an Employee

On the employee management interface, select an employee whose information is to be edited.

On the right of the interface, modify the basic information, license plate number, and then click

💾 Save

### 4.4.8 Deleting an Employee

On the employee management interface, select an employee and click 💼 Delete .

The following prompt will pop up. Click to delete the employee or click to cancel the operation.



#### 4.4.9 Import & Export

#### Import

On the employee management interface, click $\llbracket$	<b>* Export</b> to import employee information to the
software. Three file types are supported: MS Excel,	Text file and CSV file. Click 💼 to select the file
path.	

Im	port Wizard Employees			$\otimes$
Select the type and name of the import file				
File types				
MS Excel				
O Text file				
O CSV file				
Original file				
		Back	Next	Cancel

#### Export

On the employee management interface, click export to export employee information from the

software. Three file types are supported: MS Excel, Text file and CSV file. Click to select the save path of the exported file.

	Export wizards Employees	$\otimes$
Select		
File types		
MS Excel		
O Text file		
O CSV file		
Export file		
	Back Next	Cancel

# 4.5 Access Permissions

Click [**Authorization**]  $\rightarrow$  [**Access Permissions**] to access authorization interface, on which you can add, search for, edit, and delete authorization information.

KTeco	Montor	Authority	Financial Reports	System advertisi	13. Contraction (1997)		© © ⊖
	ZKTerr					General	⊖ □ ⊗ 10 00:02:43
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	Access permissions Temporary vehicle Fixed vehicle aut Additional auth	thorization	1 Danne Brizziko	Model Period Amount	- 2021-11-10 * 0.00	2021-11-10 *	
				Car number lat Pers	onal name	Perm	t number
nst record system Icon Ti				c			of Course197

### 4.5.1 Temporary Vehicle Authorization

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		User Managemen Rights managemen		-VR.	💑 quyu							
	Blocklist	and allowlist			16 d d d d d d							
	Vehicle I	Information										^
		Department manager	nent									E
		Personnel managem	ent									
	Access p	permissions										
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Latest record syst												
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O Me										Save	cost F4	
O Me											Fixed car F9	
	ssage ssage	Parking equipment a. Parking equipment a.					to reconnect:2021-12- econnect:2021-12-07 1		~			
Recorded:admin	add c.	r anang equipment a.	2021-12-0/	11.20.02	192.	100.107.00* Device I		. 1120102		 		

Click [Authorization]  $\rightarrow$  [Temporary Vehicle Authorization] to enter Provisional Authorization interface, select the areas that the car is authorized to pass through and then click Save.

Workstations must be added in terminal in advance. For more information, please refer to <u>7.3.2</u> Adding a workstation.

**Note:** If no area is selected, provisional cars are not allowed to enter the parking lot.

ZKTECO		Monitor	Authority		Financial	Reports	System	advertising				$\textcircled{3}{0} \bigcirc \bigotimes$
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				_								13:51:24
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		User Managemen	t	<b>V</b> R.								
		Rights managemer	nt		💑 quyu							Ψ
	Blocklis	st and allowlist										
	Vehicle	Information										Â
		Department manager	nent									E
		Personnel managem	ent									
		permissions										-
		Temporary vehicle autho										
		Fixed vehicle authoriz										
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Latest record syst												:k and allowli:
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<ul> <li>Me</li> <li>Me</li> </ul>	ssage	Parking equipment a.	2021-12-07	14:25:59	192.168	3.107.88- Device failed t	to reconnect:2021-12-0	7 14:25:52	-		_	Fixed car F9
	ssage	Parking equipment a.					connect:2021-12-07 14		~			
Recorded:admin												

### 4.5.2 Fix Vehicle Authorization

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	Account management		🕂 Add 🛛 🕅 Sav	e 🛇 Cancel					
	Blocklist and allowlist		Q film by sum		Fixed vehicle information				
	Vehicle Information Access permissions		factord processo + thereast		Through regional	Enter text to sear •			
	Temporary vehicle Foxed vehicle av Additional av	uthorization			Model Period Amount	- 2021-11-10 - 0.00	2021-11-10	*	
					Car number list				
					Per	sonal name		Permit number	
Latest record evolution									>f course(#7
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								anna a'	
Recorded:admin									

Through regional	Enter text to sear			
rnrougn regional	Enter text to search			
Model				
Period	2021-11-10	 2021-11-10	*	
Amount	0.00			

• **Through regional**: Set the areas that the license plate number is allowed to pass through.

Specifically, click  $\checkmark$ , select areas from the drop-down list, and then click **Sure**. Workstations must be set in Terminal in advance. For more information, please refer to <u>7.3.2 Adding a</u> <u>workstation</u>.

- **Model:** Type of the car, only car types that are enabled in basic settings of system are displayed here.
- Period: Validity period during which the license plate number is authorized as a fixed car. The start date must be earlier than the end date. About how to choose a date, please refer to <u>Appendix 1 Date Setting</u>.
- **Amount:** Deposit to be paid for the car that is authorized as a fixed car.

#### Car number list:

nome	Car NO	
name	Cal NO	

• Add: Click +, in the license plate number list (with the license plate numbers of all personnel in the system), select a license plate number and click Added to add the license plate number to Car Number List.

name	Car NO	
David.Lou	ทด6486	

	License plate	lists
	name	Car NO
	Amy. Li	ам5612
1	David. Lou	wn6486
	David. Lou	an4685

**Note:** Only one license plate number is included in **Car Number List**. to replace it, repeat the preceding steps.

• **Delete**: Select the license plate number in **Car Number List** and click 🔟 to delete it.

#### 4.5.3 Adding a Fixed Car

On the fixed authorization interface, **click \*** New to access the fixed car authorization interface and set relevant information. Then click **\*** Save to save the settings or **click \*** cancel to cancel the operation.

### 4.5.4 Finding a Fixed Car

On the fixed authorization interface, input the owner's name or license plate number in the search

box [Enter] on the keyboard. Information about the fixed car is displayed on the right of the interface.

#### 4.5.5 Editing/Deleting a Fixed Car

#### Edit:

On the left of the fixed authorization interface, **click** a fixed car or search for a fixed car and select it. Only the areas that the car is allowed to pass through can be edited and other information cannot be edited.

#### **Delete:**

On the left of the fixed authorization interface, **click** a fixed car or search for a fixed car and select it.

Then **click**, the following prompt will pop up: click to delete information or **click** to cancel the operation.



### 4.5.6 Additional Authorization

Click [Authorization]→ [Additional Authorization] to enter additional authorization interface	<b>:</b> :
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	Blocklist	User Management Rights managemen t and allowlist		Permit number Owner		•	Q				
	Access	Information permissions		Model Period	2016-05-30	· · 201	6-05-30	¥			×
		Temporary vehicle author Fixed vehicle authoriza Additional authorizat	ation	New validity period Amount	2016-05-30 0	- 201	6-05-30	Ŧ			-
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Me	essage aveat	Parking equipment a System message ev			68.107.88- Device reco tion failure of the all-in-			¥			Fixed car(F9

- **Permit number**: Enter a license plate number or click to select a fixed car whose authorization period is to be extended.
- **Owners/Model**: After a fixed car is selected, the owner name and car type are automatically displayed and cannot be edited.
- **Period:** Validity period during which the car is authorized as a fixed car. The specified validity period cannot be edited.
- **New validity period**: In the new validity period the start date must be earlier than the end date. About how to choose a date, please refer to <u>Appendix 1 Date Setting</u>.
- **Amounts:** Amount of money to be paid for the extension.
- Set the information as required and **click** Save to save the settings.



# 5 <u>Financial</u>

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	ZKTeco						0 00:02:43
	Charging rules						
	Temporary charging rules	?	Parking lot	Yard			
	Fixed car renewal rules		Model	ProvisionalA			
	Extra charges rules						
	Discount management	_	Maximum amount of the day	2000	* 5		
	Switch		Free time	0	Minute		
	Financial confirmation		MRT	1 Time 0	\$		
			Whether to split the time period				
			Charging time includes free minutes				
			Enable the same license plate				
			The highest cost of multiple entry and exit	0 \$			
			Add cycle - O				
			Cycle1 Cycle2 Cycle3 Cycle	4		×	
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ه ۵			The price 2000	\$ / 30 Minute			costiF4
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# 5.1 Temporary Charging Rules

On the temporary rules interface, you can set the charging rules for temporary cars. Only one charging rule can be created for a type of provisional cars in the same parking lot. Click [**Financial**]  $\rightarrow$  [**Charging Rules**]  $\rightarrow$  [**Temporary charging Rules**].

	ZKTECO						General	
	Charging rules		-					10 00:02:43
	Temporary cha	rging rules	? Parkir		Yard			î
	Fixed car rene	Sector Contraction (1)	Mode					
	Extra charge	rs rules	Mode	•C	ProvisionalA			
	Discount management		Maxir	num amount of the day	2000	* s		
	Switch		Free t	ime	0	Minute		
	Financial confirmation			MPT	1 Time 0	5		
				Whether to split the time period Charging time includes free minutes Enable the same license plate ighest cost of multiple entry xit	* 0) \$			
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t record system Icon T	X C			Cycle	1320 Minute			ik and allow cost#4
				The price 2000	\$ / 30 N	Ainute		Costina     Fored callF3

- **Parking Lot**: Parking lot to which the charging rule is applied.
- Model: Provisional car type to which the charging rule is applied. Only car types enabled on the interface displayed after you choose [System] → [System] → [Basic Settings] are displayed here. For more information, please refer to" Set the enabled car model or a custom name" in 5.1 System Settings.
- **Maximum amount of the day:** Upper limit of the charged amount per day. For example, if the charged amount is 1.5 USD per hour, totally 38 USD is charged for a whole day. However, if the maximum charged amount is set to 15 USD, only 15 USD is charged.
- Free time (Minutes): A car is not charged if its parking duration does not exceed the specified value.
- **MRT:** The overtime violation fee is used to set the time point for the fine. When the vehicle enters before this point, it will be out after this point. Pay according to the set amount.
- Whether to split the time period: Assume that the charged amount is set to 0.2 USD per 15 minutes from 9:00 to 10:00 in period 1, and to 1.5 USD per 15 minutes from 10:00 to 11:00 in period 2, and the parking duration is from 9:43 to 10:30. If this item is not selected, 0.2 USD is charged from 9:43 to 9:58. The charging cycle from 9:58 to 10:00 is shorter than 15 minutes and therefore the duration from 10:00 to 10:13 is added to this charging cycle. The duration from 10:13 to 10:28 is charged based on period 2. If this item is selected, 0.2 USD is charged for the duration from 9:43 to 9:58 and the duration from 9:58 to 10:00 though it is less than 15 minutes. The duration from 10:00 to 10:15 is charged based on period 2.
- **Charging time includes free minutes:** Assume that the free parking duration is 30 minutes, and the actual parking duration is 31 minutes. If this item is selected, the car is charged based on the actual parking duration 31 minutes. If this item is not selected, the car is charged based on the excess parking duration, which is 1 minute.
- Enable the same license plate (Natural or 24 hours) and the highest cost of multiple entry and exit: If the accumulated expenses of a car entering and exiting the parking lot for multiple times exceeds the specified value, no more expenses are charged within the specified period. The period can be set to Natural or 24 hours, in which Natural refers to the period from 0:00 to 24:00 and 24 hours refers to the duration from the entry time point to the same time point on the second day.

#### Add cycles:

Cycle1	Cycle2	Cycle3	Cycle4				
	Cycle		1320	Min	ute		
	Pay	-per-view	The maximum	1	20	\$	
	The pric	-	2000	\$ /	30	Minute	

When setting charging rules for different cycles, ensure that the sum of all cycles since the entry time is 1440 minutes (24 hours). You can click to add multiple cycles.

**Note:** If cycle-based charging is enabled, the split time period function becomes invalid. Set the parameters based on the actual situation and then click **Save** to modify any parameter, directly modify it and save the modification.

## 5.2 Fixed Car Renewal Rules

ZKTeco	Monitor	Authority	Financial	Reports 5	System advertis	ng	5:	$\odot \odot \odot \odot$
						G	meral	
	ZKTeco						$\Theta \square \otimes$	10 00:02:43
	Charging rules			we S Cancel				
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	Extra charg				Mode			
	Discount management				Type		• •	
	Switch Financial confirmation		-		Time	period	1 -	
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» 🛕	d							cost#4
							Joseph ( 1993	Find cadF8
Recorded:admin								

Click [**Financial**]  $\rightarrow$  [**Fixed car renewal rules**] to access Fixed Rules interface, on which you can add, edit, and delete fixed rules.

- **Name**: Name of the fixed car charging rule.
- **Model:** Fixed car type to which the charging rule is applied.

- **Type:** Charging cycle type, which can be set to by monthly or by day.
- **Time Period:** Charging period. The unit depends on the charging cycle type. For example, if Type is set to by monthly and Period is set to 1, the charging period of this fixed car type is 1 month.
- **Amounts:** Charged amount of the fixed car type during the charging period.

## 5.3 Extra Charge Rules

Only one timeout charging rule can be created for a type of provisional cars in the same parking lot. Click [**Financial**]  $\rightarrow$  [**Extra Rules**]:

	ZKTeco					00:02:43
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	Temporary charging rules					
	Fixed car renewal rules	Parking lot			*	
	Extra charges rules					
0	iscount management	Temporary Model A				
5	witch	Allowable retention time	30 Minute 0 \$	/ 30 Minute	Including retention time	
-	nancial confirmation	Temporary Model B Allowable retention time	30 Minute 0 S	/ 30 Minute	Including retention time	
		Temporary Model C Allowable retention time	30 Minute 0 5	7.0 30 Minute:	Including retention time	
		Temporary number Allowable retention time	30 Minute 0 S	7 30 Minute	Including retention time	
						3 counsil?
record system						

Time-out fee setting: Charging rule applied when the allowed residence time is exceeded.

- **Parking Lot:** Parking lot to which the timeout charging rule is applied.
- Allowable retention time: Duration that a provisional car is allowed to remain in the parking lot temporarily after payment. If the specified time is exceeded, the car is charged again, and the charged amount can be customized.
- **Include retention time:** Assume that the allowed residence time is 30 minutes and a car park in the parking lot for 31 minutes after payment. If this item is selected, the excess parking duration is 31 minutes. If this item is not selected, the excess parking duration is 1 minute. Set the

parameters based on the actual situation and then click **Save**. To modify any parameter, directly modify it and save the modification.

# 5.4 Discount Policy

Click [**Financial**] → [**Discount Policy**] to access discount policy interface:

- **Name:** Name of the discount policy.
- **Type of policy:** There are four types: a. Free Charge (not charged); b. Policy Amount (deducted by a fixed amount); c. Hours (parking duration minus a fixed number of hours); d. Policy Percent (deducted by a fixed percentage of the amount).
- **Value:** Preferential amount. When Type of policy is set to Free Charge, this item is invalid. When Type of policy is set to other values, the corresponding unit prevails.

## 5.5 Discount Store

Click [**Financial**] → [**Discount Policy**] to access discount policy interface:

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2	ZKTeco								∋ <b>□</b> ⊗ <sub>10 00:02:43</sub>
Chi	arging rules		🕈 Add 🗎 🛤 Sa	ve 🛇 Cancel					
Dis	count management		name Co	intact Phone	Address				
	Discount	policy				The shop name			
	Discount	t store				Discount policy	mydiscount		
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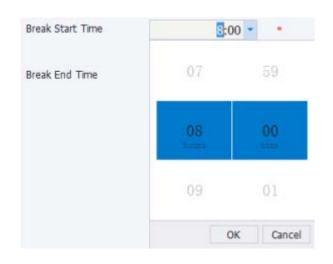
In Discount Store, you can specify certain places for enjoying discount policies, that is, units and shops. For example, a user can use the receipt to reimburse the parking expense after shopping in the specified supermarket. Click [**Financial**]  $\rightarrow$  [**Discount Store**] to access Discount Store interface:

- **Shop Name:** Name of the shop.
- **Discount Policy:** Select a discount policy specified.
- **Contact:** Contact of the shop
- Address: Contact address of the shop.
- **Phone Number:** Phone number of the shop.

## 5.6 Switch

Click [**Financial**]→[**Switch**] to access Shift interface:

- Name: Shift name.
- **Parking Lot:** Parking lot of the shift.
- **Start/End Time:** Start time and end time of the shift. You can directly enter the time or click and select the time.



**Note:** The periods of different shifts cannot overlap; otherwise, a message indicating shift time conflict is displayed.

Start Time	8:00 - 00:8
	Shift time conflicting

## 5.7 Financial Confirmation

Click [**Financial**] → [**Financial Confirmed**] to access Financial Confirmed interface:

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									20010.7072		Fixed car(F9

- **Name:** Name of the operator.
- **Advance amount:** Amount of money placed at the booth in advance (for change).
- Business amount: Charged amount.
- **Total amount:** Prepaid amount + business volume.
- **Actual amount:** Amount input by the operator when changing the shift.
- **Open by hand:** Number of times that the boom barrier is raised manually.
- **Free out:** Number of manual release times.
- Workstation: Workstation IP address.
- **Confirm amount:** Amount confirmed by the financial staff.
- **Operate time:** Confirmation time

If all information is correct, **click** elow the Confirm column.

# 6 <u>Reports</u>

With the reports function, you can perform statistical analysis for data of the parking lot to implement overall control of the parking lot information. Report types includes Staff, License Authorized, Vehicle Extension, Vehicle in Field, Vehicle Charging, Financial Reconciliation, Operators Commute, Consumer Discount, Charging Statistics, Traffic Statistics and Shop Consumption.

KTeco	Montor	Authority	Financial	Reports	System advert	tising			
			-				General		
	ZKTeco							⊖⊟⊗	10 00:02:43
9	ersonnel report		Department time		- Name			1	
	Personnel r	report	License plate		Work number				
	Work record		<				The guery	Rebort	
	Log repl rehicle authorization	ort							1
	enicle authorization	an)	Work number	Name	Department time	DGC card number	License plate	Phone	
	inancial Statements	9/	-						
	harge report								
	raffic report								
	Coupons		-						
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st record system Icon Ty									k and allowin
<u> </u>			-						cost(F-4
			Total number of reco	rds: 0					Fixed car(F9
								and a second sec	Lines calls a

- 1. Set the report period., about how to choose a date, please refer to <u>Appendix 1 Date Setting</u>.
- 2. Enter license plate numbers as required. If no license plate number is entered, the report contains all license plate numbers in the system.
- 3. Click the corresponding icon to obtain reports as required, such as the staff report. The preview interface is displayed. The operation method is the same for other types of reports.

e View Background		100% • 🔍	N 4 5 11   []	4 2 Q • 2 • Q •
			&L report	
	Number	1	Name	David.Lou
	Number	1	Name License Plate	David.Lou mn4685;nn6486;
	Department	1	License Plate	
	Department Birthday	1	License Plate	
	Department Birthday Email	1 1990-05-13	License Plate Sex Phone	m 4655;nn6436;

4. Perform various operations such as saving and printing by clicking corresponding icons on the toolbar of the preview window.

# 7 System

						@ O C
					General	
	ZKTECO					⊖ □ ⊗ 10 00:02:43
	System Management		Basic settings Database Settings			
	System Mary	agement	Ticket Header content	Welcon	ne	^
	Equipment management		Ticket tail content			
	Sentry bax setting					
	Data synchronization					
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			Ticket tail Picture	<i>10</i>	The bmp file is less than 1M and can on	ly be 1 bit
				0		
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record system			Vehicle limit Start the		Open and start on holidays	A and allow
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			C MonthCarA		Tuesday	cortif4
L						Fixed cars

# 7.1 System Management

sic settings	Database Settings		
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Ticket	t tail Picture	0	The bmp file is less than 1M and can only be 1 bit
Full parking	spaces are allowed to enter the	vehicle	
Provision	nalA 🗹 MonthCarA 🗹 Month	CarB	
Vehicle	limit Start the		Open and start on holidays Monday
MonthC	arA		Tuesday

- **Ticket header content**: Name of the company. (This field is mandatory).
- Ticket header picture: Click

to select the save path of pictures. This field is mandatory.

- **Ticket tail picture:** Click *intersection* to select the save path of pictures. This field is mandatory.
- **Full Parking space are allowed to enter the vehicle:** It could authorization for the car when the parking space is full.

Basic settings	Database Settings	
Mont	thly car warning day	0 🗘 Day
refres	h time	10
Туре	of barcode printed at the entrance	Bar code ~
	Whether to enable car card	
	Cars come and go many times a month	Monthly statistical space for cars
	Set monthly car as temporary car	
	Temporary vehicle entrance and exit	Enable fixed fare
	Enable consumer discounts	Print coupons
Ticket box	setting	
	Enable small ticket mode	Paperless Automatic opening
	Print license plate	
	Enable license plate recognition	
Print	the receipt and opening	0 🗘 s The alarm signal is triggered if the car does not go after this time, 0: disable this
Ticke	t Header content	Welcome
Ticke	t tail content	

- **Monthly car warning day:** If the validity period of a fixed car is shorter than the specified value, the number of remaining days is displayed on the LED screen when the car enters and exits the parking lot.
- **Refresh time:** Set the refresh time, the default is 10s.
- **Type of barcode printed at the entrance:** You can choose to print one-dimensional code or two-dimensional code.
- Whether to enable car card: Allow swiping the card.
- **Cars come and go many times a month:** A fixed car can enter and exit the parking lot with no matched record required.
- **Monthly statistical space for cars:** A fixed car occupies a parking space after entering the parking lot.
- Set monthly car as temporary car: After the validity period expires, a fixed car is treated as a provisional car.

- **Temporary vehicle entrance and exit:** A provisional car can enter and exit the parking lot with no matched record required.
- **Enable fixed fare:** Specified rules must be followed during the authorization and renewal of a fixed car.
- **Enable consumer discounts:** If this item is selected, a discount is applied when a car exits the parking lot; otherwise, the parking expense is charged based on the original price.
- **Print coupons:** If this item is selected, the receipt is printed when a car exits the parking lot; otherwise, the receipt is not printed.

#### Ticket box setting:

- Enable small ticket mode: Open ticket verification.
- **Paperless Automatic opening:** After setting, if there is no printing paper in the ticket dispenser, the barrier will open.
- **Print license plate:** Print license plate number.
- **Enable license plate recognition:** Turn on the license plate recognition function.
- **Print the receipt and opening the alarm if the car does not go after this time:** Set vehicle stay overtime alarm.
- **Ticket header content:** The contents of the entrance of the ticket dispenser.
- **Ticket tail content:** The contents of the exit of the ticket dispenser.

Vehicle limit Start the		Open and start on	holiday	s	
ProvisionalA		Monday			
MonthCarA		Tuesday			
MonthCarB		🔲 Wednesday			
MonthCarC		Thursday			
MonthCarD		🔲 Friday			
		🔲 Saturday			
		🖸 Sunday			
		Sunday			
Quick release time		Sunday			
	00:00	Sunday		00:00	¢
No.1	00:00			00:00	* *
Quick release time No.1 No.2 No.3		\$			

- Vehicle limit start the type: Set a fixed vehicle limit, after setting the corresponding vehicle will not allowed to pass.
- **Open and start on holidays:** Open holiday release, you could setting to Monday, Tuesday.
- **Quick release time:** After setting the opening time, the brakes will remain normally open during this period of time.

ZKTeco	Monitor	Authority	Financial	Reports	System	advertising			\$\$ () 🔾 ()
	ZKTeco						• • • • •	$\Theta \square \emptyset$	13:51:24
	System Management	Basic	settings Database S	ettings					10101121
	System Management	:							
	Equipment management								
	Sentry box setting		Backup database	C:\	db.backup			Backup database	
	Data synchronization		Restore database pa	ath C:\	db.backup		1		
	Data synchronization		Database name	DB	zkteco			Reply to database	
			Automatic backup	database	Automatic backup			Automatic setting	
					Automatic backup			Automatic second	
			All	1			▼ Day		
			Aisle	D:\	Program Files (x86)\ZK1	<pre>FecoParking\DbBackup</pre>	<u> 6</u>		
									-
- 🛶 🗾									:ourse F7
atest record syst									:k and allowlis
Icon Typ									ik and allowlis
<ul> <li>Me</li> <li>Me</li> </ul>									cost F4
He									Fixed car F9
-	ssage Parking equipment a				to reconnect:2021-12-		_		
He	ssage Parking equipment a	2021-12-07 16:00:	46 192.	168.107.88- Device r	reconnect:2021-12-07 1	6:00:46 ¥			

#### **Database Settings:**

- Backup database: You could click 🐸 Backup database backup the database.
- **Restore database path:** You could click *means*, then choose the database document to restore it.
- **Database name:** Setting the database name for it.
- Automatic backup database: If you click Automatic backup, the database will be automatic backup.
- **All:** You could set the number of days for automatic backup.
- **Aisle:** Automatic backup file path.

# 7.2 Equipment Management

ZKTzco	Monitor	Authority	Financial	Reports	System advertising	Gener		@00 0
	ZKTECO					100700	⊖⊡⊗	10 00:02:43
	System Management Equipment management LPR equip TricketBox PC equip Sentry box setting	Deivce	name De + ZK kense U ZK kense U	re 🛱 Delete WYCe P address RC100 192.168.164.204 RC100 192.168.164.98 RC100 192.168.3.201	Query machine		Q. Query machine	
test record system	Car pa Work sta Regional la Data synchronization	tion			Add Device Device name IP address The port number User name Password Device type The LED displays the number of rows		• • •	st courself?
Icon T					-		Service of a	A and allowin cortiF4 Fixed cargP9

## 7.2.1 Add LPR Equipment

On the equipment settings interface, click $+$ Add to access the device addition interface and set
relevant information. Then click save the settings or click settings to cancel the
operation.

+ Add	Save 🗎	Delete			
name	Device	IP address	Query machine		
ZK license	. LPRC100	192.168.164.204		~	Q Query machine
ZK license	LPRC100	192.168.164.98			Se quely moenine
ZK license	LPRC100	192.168.3.201			Stop the query
			- Add Device Device name IP address	ZK license plate recognition 20 192 . 168 . 164 . 204	] •
			The port number	443	
			The port number User name	443 admin	
			User name	admin 123456	] ] ] •

- **Device Name/IP Address:** Click to search for devices and select a device. Then the device name and IP address are displayed in **Add Device**. The device information is mandatory and can also be manually entered.
- The port number: Device default port.
- Username/Password: Name/password of the camera.
- **Device Type:** Four value options are available: ZK license plate recognition, ZK park controllers, ZK license plate recognition 200 and ZK license plate recognition 300.
- The LED displays the number of rows: The Monochrome two-line screen is default.

### 7.2.2 Add a Ticket Box

The setting is the same as add a IPR equipment. For more information, please refer to <u>7.2.1 Adding</u> <u>LPR Equipment</u>.

ZKTECO	Monitor	Authority	Financial	Reports	System	advertising			
	ZKTeco							eneral	10 00:02:43
	System Management Equipment management		+ Add 🗎 Sav	e 🖹 Delete IP address	Query machine			Q. Query machine	
	LPR equis	Deivce						Stop the query	
	Sentry box setting Car pa Work str	dion	-						
	Regional I Data synchronization	nkage			Add Device Device na IP addres The port o			· ·	
					User nam Password Ticket bo		admin	•	>1 course(F7
Latest record system					Type of m	otor vehicle		* *	s and allowin cont/F4
Recorded:admin								AMILLAN'S	THE CAUSE

## 7.2.3 Add an IPC Device

KTeco	Monitor	Authority	Financial	Reports	System adv	vertising		@ O 😔
							General	
	ZKTeco						$\Theta \square ($	10 00:02:43
	System Management		🕇 Add 🗎 Sav					
	Equipment management		Name	p	Add Device			
	LPR equit				Device name		•	
	TicketBox				Device IP	1		-
	IPC equip Sentry box setting	oment.	-		Login account		•	-
	Carpa	rk .	-		Login password		•	
	Work stu	ation						
	Regional I	inkage						
	Data synchronization							
								-
								-
								-
								Of coune(F7
record system								
Icon Ty								A and allow
								cort/F4
							Comments of the	Fixed carlys
ded:admin								

- **Device name:** Need to manually input the device name.
- **Device IP:** Need to manually input the device IP.
- Login account/Password: Account/password of the camera.

**Note:** The gateway for the IPC must the same as the PC.

## 7.3 Sentry Box Setting

Click [System]  $\rightarrow$  [Sentry box setting] to access Workstation settings interface.

				1.00				General	
2	ZKTECO								⊖ □ ⊗ _10 00:02:43
Sys	stem Management		+ Add	a Save	S Cancel				
Eq	uipment management		nam		parking space				
Ser	ntry box setting		+ MyPar ZK		1000	Parking lot	Yard		
	Car park				1000	1000000			
		_				Name	ZK		
	Work station					Space	1000		
	Regional linka	ge .				Comment			
Da	ta synchronization		P			Information	$\otimes$		
							_		
record system									Of coursels?

### 7.3.1 Car Park

A parking lot has multiple parking areas. Click [Sentry box setting]  $\rightarrow$  [Car park] to enter Parking Area settings interface, on which you can add, edit, and delete parking areas.

System Management	+	Add 🗎 Save	S Cancel				
Equipment management		name	parking space				
	1	MyParking	1000				
entry box setting		ZK	1000	Parking lot	Yard		
Car park				Name	ZK	•	
Work station				Space	1000		
Regional linkage				space	1000		
Data synchronization				Comment			
Saa synchronization	F	>	In	formation	$\otimes$		
		Successfu	l operation,Refreshing, pl	ease ignore the operation.			

- **Parking Lot:** Parking lot of the parking area. The default value is Yard, which is the only value.
- **Name:** Name of the parking area. This field is mandatory.
- **Spaces:** Total number of parking spaces of this parking area.
- **Comments:** Description of the parking area. This field is optional.

### 7.3.2 Adding a Workstation

Select a parking area: On the left of the booth setup interface, select a parking area as the workstation of the device. A parking area must be added to Parking Area in advance.

### 7.3.3 Workstation

Click [**Sentry box setting**] → [**Workstation**] to access Workstation settings interface:

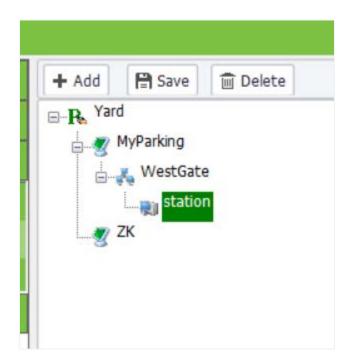
ZKTECO		
System Management	🕂 Add 🛛 😭 Save 🗊 Delete	
Equipment management	B-R Yard	Basic settings Channel added
Sentry box setting		Workstation name station *
Car park	station	Workstation IP 192 . 168 . 164 . 32 *
Work station	ZK	Display mode selection
Regional linkage		Enable manual release
Data synchronization		Temporary card quick exit
		Display mode selection   2*2 3*3 4*4  Enable manual release
	Temporary card quick exit         Quit check license plate         Temporary car-free allowed         Single channel mode         Replacement models are allowed for temporary	
		Entrance inspection license plate

- **Workstation name:** Name of the workstation. This field is mandatory. The workstation name can be duplicate with other workstation names.
- **Workstation IP:** IP address of the workstation. This field is mandatory. You cannot specify multiple workstations for a single IP address.
- **Display mode selection:** Show monitoring windows.
- **Enables manual release:** If this item is selected, the boom barrier can be manually raised to allow cars to pass.
- **Temporary card quickly exit:** If a provisional car does not involve parking expenses, the charging confirmation interface is not displayed and the boom barrier is raised to allow the car to pass.
- **Quit check license plate:** If this item is selected, a car can exit the parking lot after its license plate is checked.
- **Temporary car-free allowed:** If this item is selected, the Free button is available on the provisional car charging interface to exempt the parking expenses of provisional cars.

- **Single channel mode:** If this item is selected, a channel is physically used as both the entrance and the exit. However, it is recommended that different logical channels be bound to different cameras.
- **Replacement models are allowed for temporary:** The car type can be changed for a provisional car on the provisional car charging interface. Different charging rules are applied for different car types and therefore the charging result changes accordingly.
- Entrance check license plates: If this item is selected, a car can enter the parking lot after its license plate is checked.

Intrance				
Channel name	entrance			
The Master device	Main cameras	O LPR and ticket box		
Inlet and outlet type	Largest car *	LPR and ticket box		
Automatic temporary		Main cameras		
Automatic channels	ally open fixed	Ticket box		
Round from	上午 12:00 🗘	Auxiliary camera		
Rounded	下午 11:59 🌲	IPC		

- **Channel name:** You can click the channel name to modify it. The default name is Entrance.
- **The master device:** You could choose the Main camera, LPR and ticket box, Ticket box.
- **Inlet and outlet types:** Select an access type from the drop-down list. The value options include largest car entrance, largest car exit, small car entrance, small car exit, central charging point and central change exit.
- **Automatic open temporary channels:** After this item is selected, the boom barrier is automatically raised when a car is identified as a provisional car.
- **Automatically open fixed channels:** After this item is selected, the boom barrier is automatically raised.
- **Round time:** Channel working time, the system does not run beyond the time range.



- **Equipment:** It refers to ZK park controllers. Select a value from the drop-down list. Park controllers must be added to Equipment in advance. For more information, please refer to <u>7.2.1</u> Add LPR Equipment.
- **Camera IP:** Select a value from the drop-down list. Devices must be added to Equipment in advance.
- **Camera:** Position that the main camera is displayed on the monitoring interface. After an IP address is set for the main camera, the default position of the main camera is 0, which means no position is selected. You can select a position from the drop-down list. The value options include 1, 2, 3, and 4.
- **Auxiliary camera IP:** Select a value from the drop-down list. Devices must be added to Equipment in advance.
- **Plate matching precision:** Match precision for identifying license plates. The default value is exact match. Other two value options are available: 6 and 5.
- Set the enabled car model or a custom name: Click, the following prompt will pop up, select the enabled car model. You can modify the car model name. Then click to save the settings. When the car model name is modified, it is synchronized to [Yards allowed entry model] on the interface.

### 7.3.4 Regional Linkage

Region linkage setting involves setting the impact of car entry and exit on the number of parking spaces of the parking area. Click [**Terminal**]  $\rightarrow$  [**Region Linkage**] to access Region Linkage settings interface:

	ZKTECO							General		
	and the second								-10	00:02:43
	ystem Management									
	quipment management		name	parking space	Remarks		The name of the	Guide type Delete		
S	entry box setting	1	MyParking	1000			• entrance	Add 👘		
	Car park		ZK	1000						
	Work station									
	Regional linkage									
	Data synchronization									
						Select				
						Save				
-									or	course(##
record system										-
Icon 1									8	A and allow
-										contif-4
										Fixed cardin

The process for adding a region linkage:

- 1. **Select a parking area:** On the left of the interface, select an area. A parking area must be added to Parking Area in advance. For more information, please refer to <u>7.3 Sentry box setting</u>.
- 2. Select a channel: Then, click Select, select the required channel from the displayed channel list,

and then click . Channels must be added to Workstation in advance. Channels must be added to Workstation in advance. For more information, please refer to <u>7.3.2 Adding a</u> <u>workstation</u>.

	Channel List	t ()
0	Name	Car Type
V	Entrance Channel	Largest car entrance
	Entrance Channel	Small car entrance

 Set the guide type: The selected channel will be displayed on the right of the interface. Click Guide Type and select an impact type from the drop-down list. The value options include Added and Reduction.

-	****************************	*****************************			
<i>d.</i> E	Entrance C	hannel	Adde	d 🔽	1
			Add	ed	1
			Reduc	tion	1

4. Click Save to save the setting.

P		I	nformat	ion			(	$\otimes$
	Suc	cess						
name	parking space	Remarks			F.	The name of the	Guide type	Delete
MyParking	1000					entrance	Add	8
ZK	1000		1					
			Sele					
			Sav	e				

**Note:** Multiple region linkages can be added for a parking area.

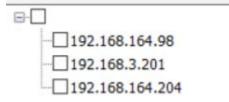
5. Editing a region linkage: Select a region linkage to be edited, modify the guide type set in Step

(3)," The process for adding a region linkage", then click Saved .

6. Deleting a region linkage: Select a region linkage to be deleted and click

# 7.4 Date Synchronization

ZKTeco	Monitor	Authority	Financial	Reports	System	advertising			$\odot \odot \odot \odot$
1								General	
	ZKTECO							⊖⊟⊗	-10 00:02:43
	System Management		□ □ □ 192.168.1	164.98	[2021-11-1	0 08:16:53]Select the	i unit	*	
	Equipment management			3.201	[2021-11-1	0 08:16:55]Select the	unit		
	Sentry box setting Data synchronization								
	Data synchron	nization							
								<u>v</u>	
					praticanize (	slocklist and allowli-	Read blocklist and allowist	Clear blocklid and allowist	
					Synchronia	is offline parameter	Read off line parameters	Synchronizing device time	
					Synchr	onized fixed car	Read fixed car	Class the fixed car	
					Re	ad version	Entract new records	Number of read records	-
1	1								Of course#7
Latest record syste	-								
Icon	1								x and allowin
								1	Fixed car(F9
Recorded:admin									



First choose the device, you could synchronize the information from the device or software.

	unit	
[2021-11-10 08:16:55]Select the u	unit	
		5
unchronize blocklist and allowlin	Read blocklist and allowlist	Clear blocklist and allowlist
nchronize blocklist and allowli:	Read blocklist and allowlist	Clear blocklist and allowlist
	Read blocklist and allowlist Read off line parameters	Clear blocklist and allowlist Synchronizing device time
rnchronize blocklist and allowli: Synchronous offline parameter Synchronized fixed car		

• **Synchronize blocklist and allowlist:** Synchronize blocklist and allowlist from software to device.

- **Read blocklist and allowlist:** Read blocklist and allowlist from software to device.
- **Clear blocklist and allowlist:** Clear blocklist and allowlist for device.
- **Synchronous offline parameter:** Synchronous offline parameter from software to device.
- **Read offline parameters:** Read offline parameters from software to device.
- **Synchronizing device time:** Synchronizing time from computer.
- **Synchronized fixed car:** Synchronized fixed car from software to device.
- **Read fixed car:** Read fixed car from software.
- Clear the fixed car: Clear the fixed car. From software.
- **Read version:** Read version from device.
- **Extract news records:** Extract news records from device.
- **Number of read record:** Number of read record from device.

# 8 Advertisement

ZKTECO	Montor	Authority	Financial	Reports	System	advertising		@ (?) ⊖ ⊗
			-				General	
	ZKTeco							10 00:02:43
		Picture display	30 🔄 S 🔲 Turn o	on ad			ති	
-								
								•
								Of course(F7
Latest record system								
Icon Ty			-				00.00.00/00.00	tk and allowly cost(F4
							50	Fixed car/F9
Recorded:admin								

In this interface, you could set the video to play on screen.

Picture display 30 1 s Turn on ad	ß
Click to add the video, only MP4 format is supported by default, click	✓ Up or down
advertising. Click to delete the video. Click	to set ad playing
time. Click to turn on or turn off the ad. Click to send the	e video to display
screen. Click to stop or run the video. Click to adju	ust the volume.

Note: The advertisement is displayed on the external display not the ticket dispenser.

# 9 Appendix

## 9.1 Date Setting

The following is an example of setting the birthday of an added employee.

Click ▼ next to Birthday. The date panel is displayed, as shown in the figure below:

	e Number								
sic Information									
								(200*200)	
Emp Number									
First Name				*					Î
Last Name									
Emp Department	Departme	nt		• •				No image data	
Emp Gender				• •					
Password									
ECP Phone						En	nail		
Birthday	2017-01-0	5		-					
		Fri	day, J	une 0	9, 201	7			
	+		Janu	ary, 2	017			2	
	Sun	Mon	Tue	Wed	Thu	Fri	Sat		
	25	26	27	28	29	30	31		
	1	2	3	4	5	6	7		
	8	9		11	12	13	14		
	15	16	17	18	19	20	21		
	22	23 30	24 31	25	26	27	28		
					2		4		

**Note:** The current date is selected by default.

Click **I** to select the month, or double-click the month column and select the month.

		Fri	day, J	une 0	9, 2017	7		Friday, June 09, 2017			
۹.	1		Janu	ary, 2	017			4	20	17	•
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Jan	Feb	Mar	Apr
	25	26	27	28	29	30	31	Jun		, ici	
	1	2	3	4	5	6	7	272			
	8	9	10	11	12	13	14	May	Jun	Jul	Aug
	15	16	17	18	19	20	21				
	22	23	24	25	26	27	28	Sep	Oct	Nov	Dec
	29	30	31	1	2	3	4	Sep	ou		Dec

Click **I** to select the year, or double-click the year column and select the year.

4	Friday, Jun 2010-		,
2009	2010	2011	2012
2013	2014	2015	2016
2017	2018	2019	2020

Click **I** to select the year range, or double-click the year range column and select the year range.

	Contraction of the second	e 09, 2017 -2099	,
1990-	2000-	2010-	2020-
1999	2009	2019	2029
2030-	2040-	2050-	2060-
2039	2049	2059	2069
2070-	2080-	2090-	2100-
2079	2089	2099	2109

4	Friday, Jun 2000	e 09, 2017 -2099	
1990-	2000-	2010-	2020-
1999	2009	2019	2029
2030-	2040-	2050-	2060-
2039	2049	2059	2069
2070-	2080-	2090-	2100-
2079	2089	2099	2109

**Note:** Click the date on the top to return to the current date.

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ZKTeco Industrial Park, No. 32, Industrial Road,

Tangxia Town, Dongguan, China.

Phone : +86 769 - 82109991

Fax : +86 755 - 89602394

www.zkteco.com

